

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: JULY 23, 2010

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COMMITTEE MEMBERS PRESENT:	OTHERS PRESENT:
SUPERVISORS STRAINER	WILLIAM RESSE, DIRECTOR, EMPLOYMENT & TRAINING
GIRARD	ADMINISTRATION
STEC	CHRISTIE SABO, DIRECTOR, OFFICE FOR THE AGING
VANNES	JOANN MCKINSTRY, ASSISTANT TO COUNTY ADMINISTRATOR
SOKOL	FREDERICK MONROE, CHAIRMAN
TAYLOR	JOAN SADY, CLERK OF THE BOARD
BENTLEY	SUPERVISORS THOMAS
	MC COY
	LOEB
	DON LEHMAN, THE POST STAR
	JOANNE COLLINS, LEGISLATIVE OFFICE SPECIALIST

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Mr. Strainer called the meeting of the Human Services Committee to order at 10:47 a.m.

Motion was made by Mr. Bentley, seconded by Mr. Girard and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Christie Sabo, Director of the Office for the Aging, who distributed agendas to the Committee members, a copy of which is on file with the minutes.

Ms. Sabo presented a request for a contract with Northway Service, for the repair of Warren County meal site equipment, for the period commencing August 1, 2010 and terminating December 31, 2010, for a total amount not to exceed \$2,000.

Motion was made by Mr. Girard, seconded by Mr. Taylor and carried unanimously to approve the request for contract as outlined above and the necessary resolution was authorized for the August 20, 2010 Board meeting. A copy of the resolution request form is on file with the minutes.

Ms. Sabo presented a request for a transfer of funds from Warren and Hamilton County Expanded In-Home Service for Elderly (EISEP) - Contracts, to EISEP - Regular Salaries, in the amount of \$5,405, to claim the full amount allowed under Personnel as per the Notification of Grant Award for the EISEP program.

Motion was made by Mr. Bentley, seconded by Mr. Sokol and carried unanimously to approve the request to transfer funds as outlined above and to refer same to the Finance Committee. A copy of the request for Transfer of Funds is on file with the minutes.

Mr. Stec entered the meeting at 10:50 a.m.

Pertaining to the Budget Performance Report through June 30, 2010, Ms. Sabo reported that the

OFA had met expectations for the period and there were no unanticipated expenses.

The final item, Ms. Sabo explained, related to a proposed rent increase request from Summit Property Management Group, L.L.C., for The Cedars Meal Site, which stated that their costs exceeded revenues by approximately \$10,500. Ms. Sabo stated that the increase was significant and although some items were reasonable when compared to the other meal sites, the grease pump maintenance system was inordinately costly at \$6,900 per year. She reported the current payment of \$315 for electricity and air conditioning. Ms. Sabo stated that she had requested detailed information regarding the increase and Mr. Strainer agreed that more information and further review would be necessary. Ms. Sabo noted that due to the dietary requirements at the meal sites, grease was not used for cooking, resulting in a question for the need for a pump system and she noted a pump system had not been necessary at the other meal sites.

Discussion ensued relative to the public sewer access at The Cedars meal site and the need for a grease pump maintenance system. Another option presented by Ms. Sabo was the possibility of finding a competitive local provider for the service prior to the current lease expiration of December 2010.

Mr. VanNess entered the meeting at 10:52 a.m.

On behalf of the Warren County Veteran's Services Office, Mr. Strainer presented a request to amend the employment period for the temporary employee to April 12 through October 13, 2010.

Motion was made by Mr. Girard, seconded by Mr. Stec and carried unanimously to approve the request to amend the employment dates as outlined above and the necessary resolution was authorized for the August 20, 2010 Board meeting. A copy of the resolution request form is on file with the minutes.

Privilege of the floor was extended to Bill Resse, Director of Employment & Training (ETA), who distributed copies of the agenda to Committee members, a copy of which is on file with the minutes.

Mr. Resse presented a request for permission to host the 2010 Annual Workforce Investment Board (WIB) meeting, on September 22, 2010 at the Ramada Inn, Queensbury, NY, for an estimated total cost of \$415 for the meeting room, food and beverages.

Motion was made by Mr. VanNess, seconded by Mr. Bentley and carried unanimously to approve the request to host the 2010 Annual WIB meeting as outlined above. A copy of the Request to Host Meeting or Conference is on file with the minutes.

Next, Mr. Resse presented a request for the prospective ETA Director to attend the Workforce NY 2010 Fall Conference, from October 4 to 6, 2010, in Rochester, NY, at a room rate of \$102 per

night and meal cost of \$51 per day. He noted that the request reflected 2 attendees; however, Sharon Sano, Senior Employment Counselor, would be unable to attend this year.

Motion was made by Mr. VanNess, seconded by Mr. Sokol and carried unanimously to approve the request for travel as outlined above. A copy of the Authorization to Attend Meeting or Convention is on file with the minutes.

The final item presented by Mr. Resse was a request to transfer funds from WIA Administrative Salaries - Regular, to WIA Administrative Salaries - Part-time, in the amount of \$1,000, due to the change in the Director position from full-time to part-time.

Motion was made by Mr. Bentley, seconded by Mr. Stec and carried unanimously to approve the request to transfer funds as outlined above and to refer same to the Finance Committee. A copy of the request for Transfer of Funds is on file with the minutes.

Mr. Strainer asked JoAnn McKinstry, Assistant to the County Administrator, about the applicant pool for the ETA Director position and she informed that 28 resumes were received and interviews would begin next week.

There being no further business before the Human Services Committee, on motion by Mr. VanNess and seconded by Mr. Bentley, Mr. Strainer adjourned the meeting at 11:01 a.m.

Respectfully Submitted,

Joanne Collins, Legislative Office Specialist